

Souhegan Cooperative School Board

Thursday, April 5<sup>th</sup> 2018

Meeting Minutes

Administrative Team: Adam Steel- Associate Superintendent/Business Administrator, Rob Scully- Principal SHS, Christine Landwehrle- Director of Curriculum and Professional Development, Kathy White- Dean of Faculty SHS, and Stephanie Grund- Business Department

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

Minute Taker: Danae Marotta

Public: Mitchell Jacobs- Community Council Liaison, Lisa Eastland- 19 River Road, Amherst NH and Caterina Coppola- SHS Student (Senior Project).

**PUBLIC HEARING**

**I. CALL TO ORDER**

**Associate Superintendent/Business Administrator Mr. Adam Steel called the meeting to order at 6:05PM.**

Mr. Steel then discussed the Public Hearing for the two donations, from the NH Learning Initiative for \$6,000.00 and the Trust U/W Oleonda Jameson to support the Ethics Forum for HYPE in the amount of \$8,000.00.

**Mr. Jim Manning motioned to open the Public Hearing. Mr. Dwayne Purvis seconded the motion. The vote was unanimous, motion passed. (7-0)**

He then asked if the Board or Public had any questions or comments.

The Board and Public had no questions or comments.

**Mr. Pim Grondstra motioned to close the Public Hearing. Mr. Howard Brown seconded the motion. The vote was unanimous, Motion passed. (7-0)**

Mr. Steel added that the Board will formally accept these two donations in the Consent Agenda later in the meeting.

**II. TO ACCEPT TWO DONATIONS: \$6,000.00 FROM THE NEW HAMPSHIRE LEARNING INITIATIVE, INC. IN SUPPORT OF PACE AND \$8,000.00 FROM THE TRUST U/W OLEONDA JAMESON TO SUPPORT THE ETHICS FORUM HYPE (RSA 198:20-b)**

**III. CLOSE PUBLIC HEARING**

**ORGANIZATIONAL MEETING**

33 I. CALL TO ORDER – Associate Superintendent Adam Steel

34 **Mr. Steel then called the Organizational Meeting to order at 6:08 PM.**

35 He added that the first order of business was to elect a Chair for the SCSB. He then took  
36 nominations for SCSB Chair.

37 II. ELECTION OF SCHOOL BOARD OFFICERS

38 A. Chairman

39 Mr. Dwayne Purvis nominated Mr. David Chen. (vote 3 for)

40 Mr. Howard Brown nominated Mr. Jim Manning. (vote 4 for)

41 Mr. Steel then closed the nominations and asked for a vote.

42 Mr. Jim Manning accepted the position of Chair of the SCSB.

43 B. Vice – Chairman

44 Chair Mr. Jim Manning then opened the nominations for Vice Chair of the SCSB.

45 Mr. Howard Brown nominated Mr. Pim Grondstra, seconded by Ms. Any Facey. (7-0).

46 Mr. Pim Grondstra accepted the position of Vice- Chair of the SCSB.

47 C. Secretary

48 Mr. Pim Grondstra nominated Mr. Steve Coughlan for Secretary of the SCSB. (7-0)

49 Mr. Steve Coughlan accepted the position of Secretary of the SCSB.

50 III. COMMITTEE ASSIGNMENTS

51 Mr. Manning commented that he and Mr. Steel had been talking about an action spreadsheet  
52 since he was the acting Chair back in the Fall and they are now up to 44 action items. He would  
53 like to have a discussion because it is a challenging list. One way is to categorize it and have the  
54 right committee. Some committees they need and others quite don't fit.

55 At the same time, they are going through a strategic planning process.

56 He noted that he wants to open the concepts to the Board for discussion and then in May have  
57 further discussion.

58 Mr. Chen commented that of the 44 action items can be possibly condensed into 6 committees.  
59 They added that they would then have redundant roles and report as a group to see progress.  
60 Additionally, they if they do not get approved by the Board then then they should drop off the  
61 list.

62 Ms. Facey added that the list was a way for the Board, with Mr. Steel's assistance, to develop  
63 their goals.

64 Mr. Steel added that the Board goals should be articulated and in terms of organization in 4  
65 broad areas, 1. Policy, 2. Business/Operations, 3. Curriculum and 4. Student Services. They are  
66 the basis for any school system.

67 Also, there are people that are in our community that are well versed in those topics. Having  
68 things SAU wide, which is also in line with the strategic value of one community.

69 Mr. Purvis asked about the spreadsheet.

70 Mr. Manning added that the action items would go to a committee, get discussed and then as a  
71 Board they would narrow the initiatives down and commit to them. Sometimes they lose follow  
72 up, but of course, not intentionally.

73 Mr. Chen noted that some of the topics on the list are specific to SHS.

74 Mr. Steel added that these are advisory boards. There are times where it would be SHS only  
75 topics.

76 Mr. Grondstra asked if it is your intent to wipe the slate clean.

77 Mr. Manning noted that is a good question he added that some of the committees are things that  
78 you need right away.

79 Mr. Steel added that some of these are liaisons

80 Mr. Manning remarked that it is a discussion that they need to have.

81 Ms. Facey added that they need to decide on the committees and if they are valid anymore. They  
82 should decide on the liaison positions tonight.

83 Mr. Manning added that he would like to go over the liaison positions at this time.

84 Ms. Lisa Eastland, AFC Chair, Amherst NH replied that they had good conversations at the  
85 meetings.

86 Mr. Manning asked the Board if they would feel comfortable with the Chair being the AFC  
87 liaison.

88 The Board agreed.

89 • Advisory Finance Committee Liaison- Jim Manning

90 Discussion went to the Athletic Liaison Committee.

91 • Athletic Liaison Committee- Pim Grondstra and Howard Brown

92 Mr. Grondstra added that with the Amherst Recreation Department that MV had no stake in the  
93 game but he would like to remain on that committee.

94 Ms. Facey added that it could have an issue with the turf field replacement financing and be  
95 working with Ms. Stephanie Grund in the Business Department.

96 Mr. Brown added that from the Nov 1<sup>st</sup> it has been known that they do a thorough review of the  
97 clubs and hand books.

98 • CIP- Capital Improvement Plan Committee- Steve Coughlan

99 Mr. Steel discussed that it is important because of the warrant article on the ballot. It would be  
100 helpful for a member or two to be on the committee.

101 • Community Council Liaison- Amy Facey

102 • Expendable Trust Fund- Mr. Howard Brown and Amy Facey

103 Mr. Chen asked when does the committee meet.

104 Mr. Coughlan discussed that they only meet when they need to use the funds.

105 Mr. Brown added that you can use the funds at any time.

106 • Manifest- Mr. Howard Brown and Mr. Dwayne Purvis

107 Mr. Steel added that they will be piloting an electronic Manifest and if all goes well then it will  
108 be transferred over.

109 • Policy Committee- Mr. Steve Coughlan and Ms. Amy Facey

110 • PPC Liaison- Mr. Steve Coughlan and Mr. Dwayne Purvis

111 • PTSA Liaison- Mr. Pim Grondstra and Mr. David Chen

112 Mr. Manning noted that they will skip the Publicity and Communications at this time.

113 • SAU Brick school- Mr. Howard Brown

114 Mr. Mr. Manning added that they will discuss consolidating some of the committees in May.

115 • NHSBA delegate- Ms. Amy Facey

#### 116 IV. APPOINTMENT OF SCHOOL DISTRICT OFFICIALS

117 Mr. Steel discussed that the District is required to elect the Moderator. Mr. George Bower, was  
118 elected and sworn in already.

119 **Mr. Howard Brown motioned that the SCSB appoint Ms. Chris Janson as School District**  
120 **Clerk, Ms. C.J. Butler as Treasurer and Mr. David Sullivan for Deputy Treasurer. Ms.**  
121 **Amy Facey seconded the Motion. The vote was unanimous, Motion passed.**

#### 122 REGULAR MEETING

##### 123 I. CALL TO ORDER

124 **Chair Mr. Jim Manning called the Regular Meeting to order at 6:36PM.**

##### 125 II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

126 □ Article III - Sections 1-2 of the Souhegan High School Constitution

127 Mr. Manning asked the Board and Public to stand for the Pledge of Allegiance and a Moment of  
128 Silence.

### 129 III. ANNOUNCEMENTS

#### 130 A. Associate Superintendent's Report

131 Mr. Steel discussed a number of updates for the Board and public. First, they are anticipating the  
132 Safe Havens security report on life safety next week for the May board meeting. He added that  
133 he will be expecting the Board to expend from the Unassigned Fund Balance.

134 Second, the Community Council Security Subcommittee will be presenting their report on Safety  
135 and Security for SHS at the May meeting and they are excited to do that.

136 Next, Ms. Lynn Lyons, clinical psychologist, will be here on Monday, April 16<sup>th</sup> 6:30-8:30PM,  
137 presenting on anxiety. This is for all parents, and will be a great presentation.

138 They are in the process of hiring an Athletic Director they have a number of qualified candidates.  
139 They are in the first round of interviews and will be moving to the second round shortly.

140 The Souhegan 2.0 project as it is currently called, is will be moving forward with the planning  
141 phase. Ms. Paige Castel, SHS Sophomore, has helped greatly and has a few other students that  
142 want to get involved.

143 CIP they already spoke about a few minutes ago.

144 The grant application from the State of NH has been denied as the State has run out of funds.  
145 They are on a waiting list and as you know the month of March has been sizeable for funds.

146 Finally, their graduation date has been formally approved and set for June 1<sup>st</sup> 2018, by the  
147 Commissioner of Education. They are very pleased and hope it does not snow anymore. He  
148 added that there is a regulation that is being looked at by the state that will enable graduation  
149 date to not change but at this point it is just an idea.

150 Mr. Chen asked about the funding from the State.

151 Mr. Steel replied that the State of NH had surplus and some funds had been allocated for school  
152 safety, it is run out of the Building Aid Office.

#### 153 B. Principal's Report

154 Principal Mr. Rob Scully noted thanks to Community Council-Student Agency, Jeanne Sturges-  
155 Poetry Out Loud, Fang Fest-Betsy Wallisch 9, Sheelu Joshi Flegal 10, John Young 11 and Sarah  
156 Barbato 12.

157 He added that SRO Officer Smith has been promoted to Detective and will be leaving SHS.

158 Mr. Steel discussed that he knows Ms. Heather Blase for a number of years and had attended  
159 Active Shooter Training with her. She is a phenomenal officer and she will be a great asset to the  
160 SHS community.

161 **Mr. Pim Grondstra motioned to nominate Ms. Heather E. Blase to the position of SRO at**  
162 **Souhegan High School. Mr. Howard Brown seconded the Motion. The vote was**  
163 **unanimous, motion passed.**

164 Ms. Facey asked for a job description of the SRO position. She added that she would like to  
165 understand what it entails and asked if there were educational components included.

166 Mr. Brown asked if they have a breakdown of where the officer is away from school.

167 Mr. Steel added that MOU describes the relationship.

168 Principal Scully added that they had their Wintercession and the last couple of years and would  
169 be happy to take questions on the number of students. This year has been 16 students, the past 13  
170 and 14.

171 Mr. Purvis asked in the future if they could know where they are going.

172 Mr. Scully added that there have been 12 independent studies and more often than not it is the  
173 genuine interests of the students.

174 Mr. Brown asked what is required when they do an independent study.

175 Mr. Manning added that they are looking at mastery based learning and competency based  
176 education.

177 Mr. Purvis asked what is required.

178 Mr. Chen asked how does this fit into mastery learning, is it an honor thing.

179 Discussion ensued.

180 Principal Scully added that Ms. Maggie Paul, Community Service Coordinator left and they have  
181 a group of people to help out. They have also secured a software called x2VOL, for helping with  
182 community service, it is time that they have a 21<sup>st</sup> century approach to that. He then discussed  
183 the various ways Ms. Paul helped and how great she was.

184 Ms. Facey asked if there is any ability for students to create a CV or resume through x2VOL.

185 Mr. Scully replied, yes, and that is one of the reasons why they chose it.

186 Mr. Chen asked about the community service coordinator position and added that along the way  
187 it became a stipend position.

188 Mr. Scully explained Ms. Paul's position. Now, next generation, they need a stipend position.

189 Mr. Chen added if they could somehow attach that to the Chamber of Commerce or Rotary it  
190 would be great.

191 Principal Scully discussed that Safe Havens is comprehensive and they have done some of the  
192 simpler things, they have been doing more training and drills. They are doing an inventory of the  
193 door locks and door batteries. And they are beginning, with Ms. Kelly Driscoll, Dean of

194 Students, in redefining spaces for students to make it more clear. Their culture now is that  
195 anywhere can be a learning space and they will tighten it up. They are eagerly awaiting the full  
196 report from Safe Havens.

197 **Mr. Howard Brown motioned for Mr. Adam Steele to direct Mr. Rob Scully to move all the**  
198 **visitor parking spaces to the front of the school and have signs made to direct all visitors to**  
199 **the front area, to check in with Ms. Linda Conley or whoever is working the front window.**  
200 **In addition, I would direct Mr. Rob Scully to have all teachers immediately park in the**  
201 **faculty parking lot and assign number spaces to each teacher. This would greatly increase**  
202 **accountability completion time, in emergencies. Mr. David Chen seconded the Motion.**

203 Mr. Steel noted that they will probably be making recommendations about parking after the Safe  
204 Havens Life Safety Report.

205 Ms. Facey added that they will be getting the full blown recommendations in a few weeks.

206 Mr. Brown added that no matter what they do, it is for the safety of the staff and the students.  
207 This does not cost any money and this way it would be accountability.

208 Mr. Purvis added that when they start with low hanging fruit then, we know there are some  
209 things that need to be done already.

210 Mr. Chen asked what is the downside to this change.

211 Mr. Scully added that Mr. Brown's proposal was a part of what Safe Havens, looked at with  
212 clear signage.

213 Mr. Scully added that Safe Havens was comprehensive and they had similar sentiments.

214 Mr. Grondstra added that he gets what they are saying and he does not see a problem. He then  
215 asked what if Safe Havens comes back with a different recommendation and the impact of  
216 making another change.

217 Mr. Coughlan added that he is into thoughtful decision making and he would rather be slow and  
218 thoughtful rather than jump at it.

219 Mr. Steel added that Mr. Brown's motion is logical and probably an end result. He added that  
220 Community Council's voice is important and they have hired a professional consultant to help  
221 them design their system. This is a three-year time frame from where they are now and where  
222 they are going. Mr. Brown is right on the money with the changes, however, he would be  
223 cautious to take action before the security report.

224 He finalized by adding that security of the students and staff are paramount.

225 Mr. Brown remarked that when visitors come to the building they park in the back. He added  
226 that they do not know where they end up and he does not agree with tabling.

227 Mr. Manning noted that Mr. Chen put a motion to table and they need to vote on it.

228 Mr. Steel added that they will get the Report and his recommendations at the May 3<sup>rd</sup> meeting.

229 Mr. Manning can you have quick actions for them to take.

230 Mr. Steel added that he has directed them (Safe Havens) for a sequence of steps.

231 Mr. Manning added that there is pressure to get greater security measures to SHS. Mr. Brown's  
232 recommendation is logical. He added that they need to take a thoughtful approach to all working  
233 together. Community Council is going to have the opportunity to weigh in,

234 Mr. Steel replied, yes.

235 Ms. Facey added that yes, they are also looking forward to the report and will weigh in.

236 **Mr. David Chen motioned to table the motion. Ms. Amy Facey seconded the motion. 5 in**  
237 **favor, Motion passed. Mr. Howard Brown and Mr. David Chen opposed.**

238 Mr. Chen noted that he had sent an email about using Bean Foundation funds for an award for  
239 teacher best use of technology. He asked if he needed to follow up with the Bean Foundation.

240 Mr. Steel added that he will follow up on that.

241 Mr. Purvis added that he has some questions on lock down drills that have occurred.

242 Mr. Steel added that they can cover that in non-public session.

243 The Board thanked Principal Scully.

244 C. Community Council Report

245 Mr. Mitchell Jacobs, Community Council Liaison SHS, added that they finished their safety and  
246 security recommendations to be presented next month. They are also awaiting the Safe Havens  
247 report as well.

248 He added that they are in discussion about a proposal to weigh the GPAs.

249 Mr. Jacobs added that they are waiting for the people that had actually brought up the proposal to  
250 talk to people in guidance in relation to applying for scholarships.

251 Ms. Facey added that at the last council meeting to have Ms. Christine Landwehrle, Director of  
252 Curriculum and Professional Development come and discuss how the weighted GPA would  
253 intersect with the Competency Based Learning.

254 Ms. Landwehrle added that she will visit on Monday.

255 Mr. Purvis asked if this would be for all students.

256 Mr. Jacobs added that when it is on their transcript it would be weighted

257 Mr. Chen asked if that would mean that there would be two sets of books for the grade point.

258 Mr. Jacobs replied that it would be for everyone and too much hassle to separate it out.

259 Ms. Facey the proposal is to weight several courses and that would be on transcripts.



260 Mr. Chen noted the weighted vs. non-weighted GPA.

261 Ms. Facey added that none of the details have been worked out at this time.

262 Mr. Jacobs remarked that they can bring it up as a point of discussion.

263 Ms. Facey added that members of the public and Board are welcome to come to their meetings.

264 The Board thanked Mr. Jacobs.

265 D. Committee Reports

266 Mr. Grondstra added that he had met with retiring Athletic Director Mr. Dick Miller. They  
267 discussed the turf field, and point of use sheds, so things are not jammed into rusty containers.  
268 Without knowing the cost, it is something to look at as well as going to the boys' locker room  
269 and it is in great disrepair and getting it to a high standard.

270 Mr. Purvis noted that two years ago there was \$75,000 allocated to the shed and now the idea  
271 comes up again.

272 Mr. Grondstra added that at that point

273 Mr. Brown added that they have three months before they lose the AD and suggested he come to  
274 the Board to give them an idea of where they stand on the Handbook, Evaluations etc.

275 Mr. Manning added that was a good suggestion.

276 The Board thanked Mr. Grondstra.

277 IV. PUBLIC COMMENT

278 Ms. Lisa Eastland, AFC Chair, Amherst NH, read a letter, it is as follows:

279 *"As the FY19 Advisory Finance Committee Chair, I am publicly registering my*  
280 *disappointment at the lack of regard for the relationship shown between the Souhegan*  
281 *Cooperative School District School Board and the AFC on the night of the Souhegan*  
282 *Deliberative.*

283 *There were two Dissenting Opinion slides that called out the AFC in a negative way. The*  
284 *first said the AFC used data incorrectly. This is false. The AFC and School board were looking*  
285 *at different aspects of the same data. At no time after receiving our analysis in December, did the*  
286 *dissenting voices reach out to our committee as a whole, or in part, to discuss, question, or make*  
287 *comments. The other slide appropriately mentioned we recommended the removal of money for*  
288 *Security and Safety upgrade—however, it incorrectly stated it was the "Full" cost because we*  
289 *don't know the full cost. In fact, months ago when asked by the AFC where the executable plan*  
290 *was and how this money was to be spent, the Board was unable to answer those questions which*  
291 *is why we recommended removing it. In subsequent comments that night, the impression was*  
292 *freely given the AFC was responsible for removing the money. There was no attempt by the*  
293 *Dissenters, or other board members, to make clear to those attending or listening to the meeting*  
294 *that the vote to remove the money was made by the school board, as is the rule of law in NH.*

295            *My greatest concern is when a standing member of the school board implies through*  
 296 *word or deed that a contributing committee to the process is misleading the public or, in this*  
 297 *case, willfully and irresponsibly jeopardizing the safety of our community--doubt and mistrust is*  
 298 *cast on the whole process.*

299            *As you all know, the AFC is made of a group of volunteers who, this year in particular,*  
 300 *have spent countless hours going through the budget with a fine-tooth comb. For those board*  
 301 *members who sat silently, again I say, I am disappointed. For the dissenting voices--to impugn*  
 302 *the character and the good will of those who have freely given their time, in a public forum,*  
 303 *without trying to address the issues and disagreements in prior board or committee meetings, is*  
 304 *unconscionable.*

305            *If I am asked to be on the AFC again next year, I hope the AFC and the school board will*  
 306 *have a more amicable and respectful relationship.*

307            *Thank you,*

308            *Lisa Eastland”*

309            Mr. Purvis added that they were told that they were not invited to their meetings because of the  
 310 amount of meetings. He was not aware that they were need to reply. He added that he offered  
 311 more than once to sit down with them.

312            Ms. Eastland added that she did not say that the Board was not invited. She added that she could  
 313 have been easily reached and it would have been beneficial to have a Board Member there. She  
 314 then apologized for the confusion.

315            The Board thanked Ms. Eastland for her comments.

## 316            V. CONSENT AGENDA

### 317            A. Minutes

318                    1. January 29, 2018

319                    2. February 5, 2018

320                    3. February 22, 2018

### 321            B. Treasurer’s Report

322                    1. January 2018

323                    2. February 2018

### 324            C. Unanticipated Revenue

325                    1. \$6,000.00 donation from the New Hampshire Learning Initiative, Inc. in  
 326 support of PACE. (Special Reserve Fund)

327 2. \$3,000.00 donation from Jane and Martin Beck to support SHS FIRST  
328 Robotics Team. (Student Activity Fund)

329 3. \$8,000.00 donation from the Trust U/W Oleonda Jameson to support the Ethics  
330 Forum Hype. (Student Activity Fund)

331 4. \$2,000.00 donation from Merrimack College in support of the Ethics Forum  
332 Hype. (Student Activity Fund)

333 **Mr. Pim Grondstra motioned to accept the Consent Agenda items A. Minutes 1. January**  
334 **29, 2018, 2. February 5, 2018, 3. February 22, 2018, B. Treasurer's Report, 1. January**  
335 **2018, 2. February 2018, and C. Unanticipated Revenue, 1. \$6,000.00 donation from the New**  
336 **Hampshire Learning Initiative, Inc. in support of PACE. (Special Reserve Fund), 2.**  
337 **\$3,000.00 donation from Jane and Martin Beck to support SHS FIRST Robotics Team.**  
338 **(Student Activity Fund), 3. \$8,000.00 donation from the Trust U/W Oleonda Jameson to**  
339 **support the Ethics Forum Hype. (Student Activity Fund), 4. \$2,000.00 donation from**  
340 **Merrimack College in support of the Ethics Forum Hype. (Student Activity Fund). Ms.**  
341 **Amy Facey seconded the Motion. The vote was unanimous, Motion passed.**

## 342 VI. PRESENTATIONS/REPORTS

### 343 A. Senior Project Presentation

344 Ms. Caterina Coppola gave the Board a presentation on her Senior Project about A.L.I.C.E,  
345 Active Shooter Training.

346 Mr. Grondstra asked if she was planning on relaying this information to the student body.

347 Ms. Coppola replied, no but she is going to put out a student survey.

348 Mr. Manning asked if she presented this to Community Council.

349 Ms. Coppola replied, no, she was just focused on showing the Board.

350 Ms. Facey suggested she meet with Ms. Kelly Driscoll, Dean of Students.

351 The Board thanked Ms. Coppola.

### 352 B. SAT Results

353 Ms. Landwehrle discussed the SAT Results – April 2017- Statewide Assessment – Grade 11.

354 Mr. Chen asked about the 460 and 480, Percent Meeting Benchmark for Grades 11 and 12  
355 respectively.

356 Ms. Landwehrle replied that it is the benchmark. She added that it is a standard setting process.

357 Mr. Chen asked if they are equivalent benchmarks

358 Ms. Landwehrle replied that they are not equivalent.

359 Mr. Steel added that this a national norm for what the college board states.

360 Mr. Manning recommended that Ms. Landwehrle go through her presentation and they can go  
361 back.

362 Ms. Landwehrle reviewed the District Comparative Data- 2017 SAT Reading and Writing –  
363 Grade 11 students SAT Percent of Students meeting Grade 12 Benchmark and above.

364 She reviewed the Math SAT Results- April 2017. Mean score was 539 and they have 64%  
365 meeting the Grade 11 Benchmark. That is not reported at the State level.

366 She also discussed the Assessment –Longitudinal View.

367 She reviewed the Reading Assessment-Longitudinal View, Percent of Students at Benchmark or  
368 Above.

369 She then covered the Math Assessment- Longitudinal View, Percent of Students at Benchmark  
370 or Above

371 She then noted What Changes Have We Made to Our Math Program. She added that they have  
372 worked closely with Mr. Mahesh Sharma.

373 She then reviewed the Fall 2017 PSAT Results.

374 She then reviewed the NWEA and SAT Linking Study- Fall of Grade 9. She commented that it  
375 links with grade 9 results. She added that this is the Percent predicted to meet CCR benchmark  
376 on SAT by Senior Year.

377 Mr. Grondstra asked when are the results available.

378 Mr. Purvis asked about implementation dip.

379 Ms. Landwehrle added that the challenge is not what they can do at Souhegan but the students  
380 upon arrival. They were coming where they were playing catch up. From the beginning, if they  
381 did all have a Common Core aligned experience then they would see a bit of a jump.

382 Mr. Purvis asked if all the instructors using the same textbooks, what are other schools doing, are  
383 and are we satisfied where we are.

384 Ms. Landwehrle replied, yes they are using the same textbooks and added that there is room for  
385 improvement.

386 Ms. Manning asked if all the recommendations that Mr. Sharma gave SHS were implemented.

387 Ms. Landwehrle replied that the recommendations that Mr. Sharma was making was about  
388 course changes and alignment to standards.

389 Mr. Manning asked was there full adoption of the implementation of the math, the teaching  
390 techniques, was the whole apple swallowed.

391 Ms. Landwehrle replied, yes, she feels like it was.

- 392 Principal Scully replied, that he is confident that they are mining individual questions and he  
393 would be happy to get a confirmation about the history.
- 394 Mr. Steel mentioned that these are achievement scores not growth scores. He added that he  
395 received positive communication from the Windham School District in his past work with their  
396 realignment of the K-12 curriculum structure.
- 397 Mr. Chen added that their standing dropped substantially and what are the other districts doing  
398 that is better than us.
- 399 Ms. Landwehrle added that she really needs to look back at data and in Amherst and relate it  
400 statewide.
- 401 Ms. Facey added that this cohort of students had the benefit of Math in Focus and her  
402 expectation and those scores should get better and better.
- 403 Mr. Manning added that he is very concerned about the math scores, because of his past  
404 experience with the ASD board. They need to have a discussion in May and it is critical.
- 405 Mr. Coughlan added that the scores have not gone down but up.
- 406 Mr., Manning added that he disagrees with Mr. Coughlan.
- 407 Ms. Facey added that she would like to see the scores increase at a greater rate.
- 408 Mr. Manning added that they need greater insight on the numbers.
- 409 Mr. Chen added that based on the demographics of the town they should be at the top 5 or 10.
- 410 Mr. Coughlan added that there is no one thing that will make the scores go up, it's going to be  
411 lots of little things that are combined.
- 412 Mr. Purvis asked what is the goal and where do we want to be.
- 413 Mr. Manning added that is the conversation that they can have.
- 414 Principal Scully added their internal conversations and they are at that point in time, and it is an  
415 exciting point.
- 416 Mr. Purvis asked since they missed a meeting due to the snow storm, they should have a special  
417 meeting.
- 418 Mr. Manning added that the May agenda will be busy and is there logic in having a special  
419 Board Meeting.
- 420 Mr. Purvis added that they missed a meeting and it doesn't have to be on security.
- 421 Mr. Grondstra remarked that he would be ok with having an additional meeting.
- 422 Mr. Manning added that he wants to get input from the Board and the sense he is getting is that  
423 there isn't enough time to meet.

424 Mr. Steel reminded the Board, respectfully, of all other priorities. Their strategic plan is about  
425 them making major shifts and it is his wish that they focus on what can be changed for their  
426 school system. He added that that they need to be more forward focused.

427 He does know that the math teachers have gotten together and then have seen significant gains.

428 He added that if you would like another meeting to talk about it he is fine with it.

429 The Board thanked Ms. Landwehrle.

## 430 VII. DISCUSSION

### 431 A. Credit Card Payments

432 Mr. Steel added that they want to be accepting credit card payments from parents for things like  
433 student activity fees. They are already doing so for Nutrition and this would be an expansion of  
434 that.

435 Mr. Chen asked about the terminal and bank.

436 Ms. Grund replied that they would get a terminal here and then a link to a secure website. They  
437 also have an Omni shield as well.

438 Mr. Grondstra asked about transaction fees and what is the cost to us.

439 Mr. Steel replied, that they need to adjust the fees to cover the cost.

440 Mr. Grondstra noted his support for this idea.

441 Mr. Coughlan added that he was looking at the fees and there are so many different ways to pay  
442 and the fee is different for each one. He suggested they say the “average transaction fee”. He  
443 added that he would suggest they not charge fees in the first year. He would rather get data first.

444 Mr. Purvis asked what is the plan for absorbing the fees.

445 Mr. Steel replied, that we would absorb it. We would have to charge \$52 rather than \$50. He  
446 suggested the Board let them worry about it.

447 **Mr. Pim Grondstra motioned to move forward with the credit card payment plan. Mr.**  
448 **Steve Coughlan seconded. (5 in favor, 2 opposed) Motion passed. Mr. Dwayne Purvis and**  
449 **Mr. Howard Brown opposed.**

### 450 B. Administrative Fee for Field Usage

451 Ms. Stephanie Grund, Business Department discussed that the contract with the Town and  
452 Amherst Recreation Department is up June 30<sup>th</sup>. Mr. Craig Fraley, ARD Director, is requesting  
453 a 20% rather than a 15% fee for maintaining the fields.

454 Ms. Facey added that she was involved when this contract was renegotiated. Her concern is that  
455 with the replacement of the turf field in 10 years that 85% is going towards that replacement. If  
456 they are giving up another 5% then she has concerns.

457 Mr. Steel added that Amherst has a different arrangement.

458 Ms. Facey added that she would be reluctant to give up another 5%.

459 Mr. Chen asked about the alternative to not paying the 5% and asked why do they need more.

460 Ms. Grund added that making the schedule for the ARD is more labor intensive then they  
461 expected.

462 Mr. Steel noted that they heard the Board input and will be back.

#### 463 VIII. PUBLIC COMMENT

464 Ms. Eastland recommended to the Board that they authorize funds to fund a math study.

465 The Board thanked Ms. Eastland for her comment.

466 Mr. Grondstra asked about the time frame and what would \$10,000 buy us.

467 Ms. Landwehrle replied that it is about 6 months, that they are looking more deeply at growth  
468 and each quartile and cohort of students. It is a pretty extensive process.

469 **Mr. Brown motioned to spend up to \$20,000 to fund the math study by Edvisualize or**  
470 **another like company. Mr. Pim Grondstra seconded the Motion.**

471 Ms. Landwehrle replied, that is what we had done in Amherst and she would be happy to share  
472 that information with the Board.

473 Mr. Purvis asked who is the company he then added that they amend the motion.

474 Ms. Landwehrle added that the company was called Edvisualize.

475 Mr. Coughlan remarked that he is already saying no.

476 Ms. Landwehrle added that they need to get over the evaluation dip before the review.

477 **Mr. Steve Coughlan motioned to table Mr. Howard Brown's motion. Mr. Dwayne Purvis**  
478 **seconded the motion. (6-1) Motion passed. Mr. David Chen opposed.**

#### 479 IX. ACTION ITEMS

480 A. PPC Policies:

481 1. GCBA-E Professional and Support Staff Compensation Schedules

482 2. GCBD- Professional and Support Staff Fringe Benefits

483 3. GCJB- Course Reimbursement

484 4. GCM – Staff Work Load

485 Mr. Manning added that these 4 have been reviewed thoroughly.

486 Mr. Steve Coughlan discussed that there is nothing new or different about these policies. He  
487 added that he wrote the language.

488 **Mr. Pim Grondstra motioned to move the policies 1. GCBA-E Professional and Support**  
489 **Staff Compensation Schedules, 2. GCBD- Professional and Support Staff Fringe Benefits,**  
490 **3. GCJB- Course Reimbursement and 4. GCM – Staff Work Load. Ms. Amy Facey**  
491 **seconded the Motion. The vote was unanimous, Motion passed.**

492 C. IGE - Parent(s)/Legal Guardian(s) Request For Exception To Specific Course  
493 Material(s)

494 Ms. Facey noted that this was discussed at the SAU initially, they did receive some comments  
495 from Mr. Purvis and Mr. Chen and she can respond to her comments.

496 Mr. Purvis added that the policy is not the alternative material would enable to child to meet state  
497 requirements. He then suggested that one district to facilitate this process put together a form that  
498 might guide it. Third, they don't address the change in legislation.

499 Ms. Facey added that they met on Wednesday and read the Policy Committee minutes the  
500 committee concluded at this time the committee decided to not take action and look at more  
501 pressing priorities. Policies are not meant to repeat the RSA and they are not looking to make  
502 revisions at this time.

503 Mr. Brown asked about clarification and they already have the IHAM- policy. He added that  
504 with policies you can find different parts in different ones.

505 **Mr. Pim Grondstra motioned to move policy IGE - Parent(s)/Legal Guardian(s) Request**  
506 **For Exception To Specific Course Material(s). Mr. Steve Coughlan seconded the Motion.**  
507 **(6-1) Motion passed. Mr. Dwayne Purvis opposed.**

508 C. Professional Nominations

509 X. NON-PUBLIC SESSION – RSA 91-A: 3 II. (a) (b) (c) (d) (e) (f) (g) (h) (i)

510 A. Personnel

511 **Mr. Pim Grondstra motioned to enter into Non-Public Session RSA 91-A: 3 II. (a) (b) (c)**  
512 **(i) at 9:20PM. Mr. Coughlan seconded the Motion.**

513 **Mr. Manning called the roll. Brown – Yes, Chen – Yes, Coughlan – Yes, Facey – Yes,**  
514 **Grondstra – Yes, Manning – Yes, Purvis – Yes.**

515 **Other people present: SAU Administration: Adam Steel; SHS Administration: Rob Scully.**

516 **Minutes Recorder: Steve Coughlan**

517 **Jim Manning called the meeting to order at 9:24 PM.**

518 **Discussion:** Mr. Steel reviewed the applicable law and process for renewing certified staff  
519 annually. Staff members who will transition from non-continuing contract to continuing contract



520 were discussed. Staff members currently on continuing contract who will be nominated were  
521 discussed. Observations of recent lockdown drills were discussed.

522 **Motion to exit Non-Public Session at 10:16 PM, made by Mr. Chen, seconded by Mr.**  
523 **Grondstra.**

524 **Mr. Manning called the roll. Brown – Yes, Chen – Yes, Coughlan – Yes, Facey – Yes,**  
525 **Grondstra – Yes, Manning – Yes, Purvis – Yes.**

526 In Public Session:

527 **Motion to elect the certified staff nominated by Mr. Steel was made by Mr. Grondstra,**  
528 **seconded by Ms. Facey. Motion approved, 7-0.**

529 XI. FUTURE MEETING AGENDA ITEMS

530 Chair Mr. Jim Manning noted the following Future Agenda items:

531 1. Schedule an additional SCSB meeting (Now planned for 5/16/2018)

532 2. Discuss board priorities guiding our FY20 budget on 5/16.

533 3. Discuss any new committee's and committee assignments on 5/16.

534 4. Discuss potential Key Performance Indicators related to goals, priorities and the SAU Strategy  
535 2.0 on 5/16.

536 XII. REVIEW OF MEETING/ADJOURN

537 **Mr. Grondstra moved to adjourn the meeting. Seconded by Ms. Facey. Motion passed**  
538 **unanimously. Meeting adjourned at 10:19 PM.**