

1 Souhegan Cooperative School Board

2 Thursday December 7th, 2017

3 Meeting Minutes

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6 Administrative Team: Peter Warburton- Superintendent of Schools, Adam Steel- Business
7 Administrator, Rob Scully- Principal SHS, Christine Landwehrle- Director of Curriculum and
8 Professional Development, Kathy White- Dean of Faculty and Karen Chininis- Director of
9 Guidance.

10 Souhegan Cooperative School Board- Chair- Howard Brown, Pim Grondstra, David Chen, Steve
11 Coughlan, Amy Facey, and Dwayne Purvis.

12 Minute Taker: Danae Marotta

13 Public: Mitchell Jacobs Community Council Liaison, Trevor Girard, Mont Vernon, NH, Lisa
14 Eastland, Amherst NH, Ellen Grudzien, Amherst NH, Paige Castell, SHS Student, Amherst NH,
15 Mike Campo, Lead Auditor, Plodzic & Sanderson P. A. Certified Public Accountants, Concord
16 NH. and Community Members

17 I. CALL TO ORDER – Chair Howard Brown

18 **Chair Mr. Howard Brown called the Meeting to order at 6:00 PM.**

19 II. PLEDGE OF ALLIEGENCE AND MOMENT OF SILENCE

20 □ Article I - Sections 1-6 - of the Souhegan High School Constitution

21 The Board and Public gave the Pledge of Allegiance and stood for a moment of silence.

22 Mr. Brown then read Sections 1-6 - of the Souhegan High School Constitution.

23 III. ANNOUNCEMENTS

24 A. Principal's Report

25 Principal Mr. Rob Scully gave a couple of thanks to the Superintendent Search Committee, Ms.
26 Christine Landwehrle for recent outstanding in-service work and Community Council for being
27 invited to the NE Secondary School Consortium and ASCD Conferences.

28 He added that he is happy to answer any questions.

29 He then read the email from Mr. Don Siviski, School Change Coach, Center for Secondary
30 School Redesign, regarding their recent visit to SHS.

31 *Hi folks,*

32 *I just wanted to extend our professional thanks and personal appreciation to all of you on behalf*
33 *of CSSR and Springdale educators. The Arkansans experience has been nothing short of*
34 *remarkable and the story of your journey has been and continues to be inspiring. For Springdale*
35 *educators, only in year four of an endless goal of student centered learning, hearing your stories*
36 *of transition and learning both "what not to do" and "what makes a real difference" has been*
37 *encouraging and motivating. For CSSR you represent exemplars of what "school" should be and*
38 *we will forever hold you in high esteem. If you ever need our support for a new initiative or help*
39 *with public understanding, please consider us as a member of your network for professional*
40 *resources and personal support. Thank you for making a positive difference in the lives of so*
41 *many students and setting an example for so many of your colleagues.*

42

43 *Don*

44

45 Principal Scully added that a lot of credit goes to the Board and Administration.

46 Mr. Scully then updated the Board with NEASC.

47 He further discussed that Ms. Christine Landwehrle, Director of Curriculum and Professional
48 Development, facilitated a community forum providing an overview of Competency/Mastery
49 Based Learning and the work-district and building level-that has been accomplished as well as
50 some next steps.

51 He added that participants in the forum were thoughtful and interested and the presentation will
52 be shared during tonight's presentation portion of the agenda.

53

54 He then noted that he added the draft version of the presentation.

55 Principal Scully discussed in their continued effort to fulfill the strategic plan and their building
56 level plan to develop productive partnerships that enhance their capacity, they will participate in
57 a Student Exhibition Work Group. Student agency-voice/choice/capacity-is our priority. The
58 New Hampshire Learning Initiative, in collaboration with its partners - New Hampshire
59 Department of Education, Center for Assessment, and Envision Learning Partners - is embarking
60 on a two-year project to bring Student Exhibitions to PACE districts and beyond.

61 This project is open to select districts and schools upon invitation. Souhegan is forming a team to
62 participate in this project. This participation will provide us with training and support to
63 improve/re-imagine our existing exhibitions.

64 Mr. Brown asked how many have joined at this time

65 Principal Scully replied that they are probably PACE districts, and he will check on that for him.

66 B. Community Council Report

67 Mr. Mitchell Jacobs, SHS Community Council Liaison, noted that they have been discussing the
68 Security and Safety proposal. He then gave three recommendations, addressing the heating and
69 cooling, barriers near the entrance of the building and 3M Security Film of the windows.

70 He noted that there are some things that currently being worked on such as hiring a design
71 safety/security consultant and improved lighting for the parking lot.

72 Ms. Facey then asked Mr. Steel to update CC for what is going on in terms of safety and
73 security.

74 Business Administrator, Mr. Adam Steel noted that members of Administration, Principal
75 Scully, and some members of CC have been working with qualified firms to develop a plan to
76 make a plan.

77 He added that the goal is to bring back a complete comprehensive proposal to the Board on May
78 1st 2018.

79 Ms. Facey noted that was in line with what they have been discussing in CC.

80 Mr. Jacobs then asked about the update on the gender neutral bathrooms.

81 Ms. Facey noted that she wasn't on the Board last year but the CC passed a proposal on gender
82 neutral bathrooms. She added that they were told to hold off based on Board policy.

83 Superintendent Mr. Peter Warburton added that last year they talked about gender neutral
84 bathrooms and bathrooms in general and they are updated and much better.

85 He then noted that they have a Non-Discrimination Policy –AAC in place but do not have a
86 policy about gender neutral bathrooms. He added that they are right at that next step. He added
87 that in the near future, maybe the Policy Committee can come to a meeting and vice versa.

88 He added that he would like to get this going and will be in touch.

89 He added that the Policy Committee meets on the 20th.

90 The Board thanked Mr. Jacobs.

91 Ms. Facey added that any Board members are welcome to come to CC meetings.

92 She added that the meetings are on Mondays.

93 C. Committee Reports

94 Mr. Coughlan added that Policy Committee met today and they have been discussing the policy
95 about surveillance on district property.

96 Ms. Facey added that the Assessment Grading and Reporting Policy met on Tuesday.

97 Ms. Christine Landwehrle, Director of Curriculum and Professional Development, elaborated
98 that they had a really good meeting and it was the first time this year they could meet due to the

99 first meeting cancelled due to weather emergency. She added that they are all on the same page
100 with the direction they are going.

101 She added that they had morning and afternoon sessions discussing topics such as grading
102 philosophy, transitioning to a different grading scale and what that might look like, reviewing the
103 research and Empower Management System.

104 Mr. Brown asked if she would be giving a presentation on that.

105 Ms. Landwehrle replied that tonight there are a lot of the same slides, however, she can explain
106 more at the SAU meeting.

107 Principal Scully replied to Mr. Brown's earlier question, noting approximately 12 districts.

108 IV. PUBLIC COMMENT

109 Mr. Brown noted that he is going to step down as Chair at this moment as he has a conflict of
110 interest.

111 He noted that Ms. Facey will take over as Board Chair, he added that normally it would have
112 been Mr. Jim Manning but he is on a business trip.

113 Ms. Facey read the School Board Policy, *BEDH- Public Participation at School Board Meetings*.

114 Mr. Trevor Girard, Mont Vernon, NH then noted that most of the people here tonight are here
115 about the dismissal of a cheerleading coach.

116 Ms. Facey replied that they are not allowed to hear complaints.

117 Mr. Girard added that is not true and an injustice has been done.

118 Superintendent Warburton discussed that he is aware that they are here for a specific purpose and
119 he is clarifying that he is responsible for over 425 presently and past employees. He then noted
120 that protection under the law for any employee past or present is here tonight.

121 He added that this is not meant to be a discussion for something that may or may not have
122 happened.

123 He added that he is trying to protect those involved and they are televised. He added that to talk
124 about other people is not appropriate.

125 Mr. Girard added that he knows, from being a past Board Member, that they can certainly go into
126 Non-Public Session. He then added that the Board is trying to avoid the issue.

127 He remarked that the Board did not properly dismiss the coach and that is what they are upset at.
128 He added that what they have are girls that are missing participating in cheerleading,
129 additionally, being denied going further with their activities.

130 He added that he had been a past Board Member and knows what the Board can and cannot do.

131 Mr. Purvis asked if it was necessary to go into Non-Public Session.

132 Ms. Facey read part of the SHS School Board Policy, *BEDH- Public Participation at School*
133 *Board Meetings*. She then noted that as long as the comments remain within the parameters of
134 the Policy.

135 Mr. Coughlan discussed that an individual person can be able to tell their own story.

136 Mr. Girard added that the Policy is absurd and is a broad shield.

137 Ms. Facey noted that they are going to recess.

138 **The Board recessed at 6:44 PM**

139 **Mr. David Chen motioned to enter into Non-Public Session RSA 91-A: 3 II. (a) (b) (c) (d)**
140 **(e) (f) (g) (h) (i) at 7:00 PM. Mr. Steve Coughlan seconded the Motion.**

141 **Ms. Amy Facey called a Roll Call: Brown-yes; Coughlan-yes; Grondstra-yes; Chen-yes;**
142 **Facey-yes, Purvis-yes**

143 Other people present in non-public session: SAU Administration: Peter Warburton, Adam Steel

144 Citizen: Trevor Girard, Mont Vernon, NH

145 Minutes Recorder: Pim Grondstra

146 Discussion: Personnel Matter

147 **Motion to exit non-public at 7:19 P.M. made by Pim Grondstra, seconded by Dave Chen.**

148 **Roll call: Brown-yes; Coughlan-yes; Grondstra-yes; Chen-yes; Facey-yes, Purvis -yes**

149 **The Board resumed the regular meeting at 7:23 PM.**

150 Ms. Lisa Eastland, Amherst NH, noted that she had emailed Chair Mr. Howard Brown the
151 following email:

152 *“When the School Board voted to approve the acceptance of the installation of the turf field, it*
153 *was with the understanding/hope we would create enough income to save at least \$35k per year*
154 *so when we needed to replace in 8-10 years, we would have a big chunk of the money to pay for*
155 *it. I asked at the time what the Board’s plan was to generate that income. The only person who*
156 *had an answer was Betty Shankel. A member of the Amherst Soccer Club spoke up and said they*
157 *regularly spend \$18-\$20k/year at Hampshire Hills, but there was not a signed contract or even a*
158 *verbal promise from the ASC to pay for and use the SHS Turf Field. This year’s income is*
159 *around the \$15k mark or less. I ask again, “What is your plan?”*

160 Mr. Brown responded that he did receive the email.

161 Mr. Steel added that Ms. Stephanie Grund, Finance Department, noted that they are getting about
162 \$15K a year in rental fees and the replacement costs after 11 years is \$400K.

163 He added with the rental revenue amount of \$190K after 12 years, they are short of their target
164 and that it will be a liability for the district.

165 Mr. Brown noted that he will send Ms. Eastland a more detailed explanation.

166 Mr. Grondstra noted that it should be a future agenda item and how they came up with the \$35-
167 \$40K of the original amount.

168 Ms. Facey added that the Amherst Recreation Department should be a part of this conversation.
169 She added that she is wondering how they are marketing the turf field and who is responsible.

170 Mr. Steel noted that the supply of turf fields has gone up. He added that he believes that is
171 essentially the root cause.

172 V. CONSENT AGENDA

173 A. Minutes

174 1. November, 2017

175 B. Treasurer's Report

176 1. October 2017

177 2. November 2017

178 C. Unanticipated Revenue

179 1. \$499.00 donation from Physicians Resources, LTD to support SHS Boys
180 Lacrosse Team. (Student Activity Fund)

181 2. \$500.00 donation from Glenn Grabeau to support the FIRST Robotics program.
182 (Student Activity Fund)

183 3. \$500.00 donation from The Congregational Church of Amherst, NH to support
184 meals for Souhegan families. (Food Service Fund)

185 D. Budget Transfer

186 1. TSFR 2018-001

187 E. Auditor's Report

188 Mr. Steve Coughlan noted that he would like to pull the E. Auditors Report from the Consent
189 Agenda.

190 **Mr. Steve Coughlan motioned to approve the Consent Agenda items A. Minutes 1.**
191 **November, 2017, B. Treasurer's Report 1. October 2017 and 2. November 2017 C.**
192 **Unanticipated Revenue 1. \$499.00 donation from Physicians Resources, LTD to support**
193 **SHS Boys Lacrosse Team. (Student Activity Fund) 2. \$500.00 donation from Glenn**
194 **Grabeau to support the FIRST Robotics program. (Student Activity Fund) 3. \$500.00**
195 **donation from The Congregational Church of Amherst, NH to support meals for Souhegan**
196 **families. (Food Service Fund) and D. Budget Transfer 1. TSFR 2018-001. Mr. David Chen**
197 **seconded the Motion. The vote was unanimous, Motion passed.**

- 198 Mr. Coughlan commented that they have not seen the E. Auditors Report and that is why he
199 wanted it pulled. He added that last year it came electronically.
- 200 Mr. Steel replied they working on it up until today. He noted that the Lead Auditor, Mr. Mike
201 Campo from Plodzik & Sanderson, is here to answer any questions.
- 202 Mr. Chen asked Mr. Campo about the student activities fund, HYPE fund, and turf field fund
203 (using no public funds).
- 204 Mr. Mike Campo replied that they go through the student activities fund, thoroughly as it is
205 outside of the normal purchasing policy with a great deal of risk. He added that they have no
206 significant concerns in this area and the funds are being managed correctly.
- 207 He then noted that the turf field has substantial amount of donations and there is a line dedicated
208 solely for that purpose. He added that there is a schedule on page 42 with the details included.
- 209 The Board thanked Mr. Campo.
- 210 Mr. Purvis commented that in 2016 the Board had dedicated \$36K to a STEM study. He then
211 asked how much was actually spent.
- 212 Mr. Steel replied that it was before his time, the amount that was used was \$5,400 and the rest
213 was given back to offset the tax rate last fall. He added that it ties into the Souhegan 2.0 project
214 that the Board will hear about later. He noted that they are approaching that point.
- 215 **Mr. Steve Coughlan motioned to approve E. Auditors Report. Mr. Pim Grondstra**
216 **seconded the Motion. The vote was unanimous, Motion passed**
- 217 Mr. Steel added that Ms. Paige Castell, Sophomore SHS Student, and another student put
218 together a presentation about improving the learning environment of SHS to be more conducive
219 to learning. He added that they included topics such as paint schemes, flooring, lighting, etc.
- 220 He added that in looking at their information it coincided with some information from Principal
221 Rob Scully, former Director of Building and Grounds Mr. Jim Miner and his own observations
222 on the building in the areas of air quality, acoustic separating and lighting.
- 223 He added that he had asked the two students to lead the project. He added that it is a great
224 learning experience for them as well.
- 225 He noted that last year they had met frequently to review research and discuss ideas. He added
226 that it also ties into the warrant article for \$150K to design the Souhegan 2.0 project.
- 227 Mr. Brown asked if they had been working on it in Mr. Mike Facques's class.
- 228 Ms. Castell replied, yes.
- 229 She then discussed the four main topics of air quality, lighting, acoustic separation/sound
230 separation, and then appropriate function of rooms.
- 231 She added that she put together some problems and then offered solutions.

232 Ms. Castell first commented that the classroom walls were bland with some in disrepair. Her
233 recommendation was to repaint walls with colorful, memory enhancing colors in classrooms, and
234 upgraded wall finishes.

235 She then remarked that the carpets are dirty, thus affecting the air quality making students sick.
236 She noted that the students enjoy the carpets as it gives the school a more home like feel.

237 She recommended that the carpets stay in classrooms and places where students spend a lot of
238 time. She also recommended upgraded floor finishes to replace with tile, and to replace the
239 carpets that will stay in hallways.

240 Ms. Castell also noted the broken ceiling tiles, replacing with new or have seniors paint a ceiling
241 tile to “leave their mark”. She also noted the need for upgraded lighting with energy efficiency.
242 She noted that some students get headaches.

243 She also discussed the HVAC units, adding that they are dirty and recommended that they
244 replace them for a cleaner, healthier environment.

245 She added that the students want an effective learning environment.

246 Mr. Steel then reviewed the timeline for funding, design and construction.

247 He discussed that the key takeaways would be that the \$150,000 warrant article, on the high side,
248 allows the design and cost estimation to take place before voters approve the cost of the project,
249 significant improvements to indoor air quality, energy efficiency and learning environments, and
250 dovetails with the STEM improvements.

251 He added that it really is a student lead project. They have met with Community Council a
252 number of times for discussion.

253 Mr. Purvis asked what colors are they thinking of and how would they fund the painting. He
254 asked are there student or community volunteers.

255 Ms. Castell added that there are students that are willing to help paint, in order to cut costs, but
256 there would need to be people to oversee and manage the students.

257 Mr. Purvis added that there might be some community members that would be willing to
258 volunteer to paint.

259 The Board thanked Ms. Castell.

260 Mr. Coughlan noted that a few months ago they talked about doing a SAU wide capital needs
261 assessment. He then asked how this would fit into that.

262 Mr. Steel replied that they hired On-site Insight <http://on-site-insight.com/> about 6 months ago
263 for their Capital Needs Assessment. Typically, with a CNA best practices they would set aside
264 money every year for situations that would arise.

265 He added that the ASD has voted to form a joint building committee with the SCSD.

266 Mr. Chen added that he is anxious hear what the changes need to be in the STEM classrooms to
267 make it a 2.0 and added that he had not heard about that yet.

268 Mr. Steel replied, that they won't put Principal Scully on the spot tonight.

269 Mr. Chen added that it is a question that is two years old.

270 He then asked about the unexpended fund balance for the current year.

271 Mr. Steel replied that he would update the Board at the January meeting.

272 The Board thanked Mr. Steel.

273 VI. PRESENTATIONS/REPORTS

274 A. Mastery-Based Learning and Grading Community Forums

275 Ms. Christine Landwehrle, Director of Curriculum and Professional Development gave the
276 Board an overview of the recent Mastery-Based Learning and Grading Community Forums.

277 She then played the Board a clip. She added that schooling has to change with the rapidly
278 changing world. She added that it is about teaching skills not just knowledge.

279 She reviewed the Top Ten Skills in 2020 vs 2015. She added that it is through application and
280 applying knowledge in creative ways.

281 Mr. Brown asked what is Emotional Intelligence.

282 Ms. Landwehrle replied, in short, empathy.

283 She then noted that parents took a picture of the slide that shows the Top Ten Skills of 2020 vs.
284 2015.

285 Mr. Purvis asked if students are going to college or the workforce.

286 Ms. Landwehrle replied, both. She then noted that if they are going to the workforce then they do
287 need certain skills. She added that if they are going to a big college, then it can depend on the
288 college and if these skills are fostered and assessed.

289 She noted that a part of the SAU 39 Strategic Plan is to develop SAU-wide standards for all
290 students pre-K-12.

291 Mr. Chen asked about competency based assessments and if it is related to the state assessment
292 tests.

293 Ms. Landwehrle replied that since they are a PACE district it is related to the state wide
294 assessment system.

295 She added that the entire system hasn't shifted but for many years' students will be engaging in a
296 competency based assessment model.

297 Mr. Chen added that he is trying to understand the link that is involved.

298 Ms. Landwehrle added that they are more tightly aligned to the State standards which is a
299 tougher rigor and should have an impact on the SAT. She added that PACE districts out
300 performed non-PACE districts with standardized assessment.

301 Ms. Facey added that the SAT is now aligned to standards and the curriculum is as well. She
302 added that she sees a direct correlation.

303 Mr. Chen commented that they should see an improvement since it is more tightly aligned. He
304 added that they should see a direct correlation and it should be reported on.

305 Ms. Facey added that the goal is so that the curriculum is aligned with standards.

306 Mr. Chen added that he would like to see insight.

307 Discussion ensued.

308 Principal Scully added that the Math Department is literally reviewing the SAT question by
309 question in great detail.

310 Ms. Facey added that they are now aligning with standards, two years, now they are doing the
311 work they should have been doing.

312 Ms. Landwehrle added that she is happy to present on the SAT and they are spending a
313 significant of time on linking NWEA data with the SAT. She added that the meeting was today.
314 She emphasized that they want students to leave SHS college and career ready.

315 She then discussed the NHDOE Minimum Standards for School Approval:
316 *“The 2014 School Approval Standards address the change that must take place from a*
317 *traditional classroom-only educational system, to a transformed educational system that*
318 *includes competency-based learning environments and multiple pathways to graduation,*
319 *resulting in students that are truly college and career ready.”*

320 She reviewed High School Math and Reading.

321 She then gave the Board an example of Performance Assessment for Life Science, examining
322 natural selection. She added that these assessments coincide with the Top 10 skills employers are
323 looking for.

324 Ms. Landwehrle reviewed what they are doing and the assessment levels.

325 She then explained the K-12 Competency Education/Mastery Learning State Policy Across the
326 US Chart.

327 She then showed the Board an example transcript. She noted that this is a sample and they are in
328 the beginning stages. She added that it gives the reader more information and might even include
329 information about their senior project.

330 She added that she is happy to give the Board more information.

331 The Board thanked Ms. Landwehrle.

332 VII. INFORMATIONAL

333 A. Facilities 2.0

334 *See V. Consent Agenda*

335 VIII. DISCUSSION

336 A. Review of Consolidation Community Forum Dates

337 Superintendent Mr. Peter Warburton noted that they will have the Consolidation Community
338 Forum - Part II "The How" at MVVS on Monday, December 18, 2017, 6:30pm.

339 He added that there will be a second Consolidation Community Forum - Part II "The How" at
340 SHS Tuesday, December 19, 2017, 6:30pm at SHS in the Learning Commons.

341 The Board thanked Superintendent Warburton.

342 B. FY19 Budget

343 Mr. Steel reviewed the 4 tasks for tonight.

- 344 1. Adopt an operating budget w/ Board recommendation.
- 345 2. Adopt a default budget calculation
- 346 3. Determine which warrant articles will be brought to Public Hearing w/ Board
347 recommendation
- 348 4. Determine which Board Member will speak to each issue.

349 He then reviewed the Budget timeline noting that the public hearing is scheduled for January
350 10th.

351 Mr. Chen recommended a work session.

352 Mr. Steel reviewed that as of today, it is decrease of about 1.50% from the FY 18 budget. He
353 noted that health insurance went down, (budgeted for 10% increase, was only 3% to save
354 \$200,000), and some other adjustments.

355 He added that the default budget is at a 2% decrease from last year's budget and a 1% spread
356 from the default and the proposed.

357 He noted that the warrant articles need to be discussed are the PPC contract (to be determined),
358 and maintenance CRF.

359 Mr. Brown asked about the amount in the Maintenance Fund.

360 Mr. Steel replied that there is \$240K in the Maintenance Fund. \$51K in the Unfunded Liabilities
361 Fund and another \$ 280K in a fund for Special Education fund.

362 He then reviewed the Proposed Budget Calculation.

363 Mr. Chen asked about the increase in the Technology Budget (\$59,884 / 0.3%). He added that he
364 thought that it was going down.

365 Mr. Steel responded that he can give Mr. Chen more information.

366 Ms. Lisa Eastland, Chair of the Advisory Finance Committee, Amherst NH then motioned that
367 the Board reduce FY 19 proposed budget to no more than \$17,807,301 which would reflect a
368 2.02% reduction of the adopted FY 18 budget. This would alter the current proposed budget of
369 \$17,907,301.

370 She then explained that the decline in enrollment.

371 Mr. Brown asked how did they come up with that number.

372 Ms. Eastland replied that they felt that it was about \$100,000.

373 Mr. Steel noted that the reduction of 2% would be discretionary facilities projects, site lighting,
374 projection screen theater, etc. or a reduction of a staff member. To get to a reduction of 4%,
375 would be everything he just said plus a reduction of one or two other positions.

376 Ms. Eastland noted that it is not their job to say how Principal Scully manages the staff.

377 Mr. Purvis added at what point do they say no. He added that they would like to have a
378 successful budget.

379 Ms. Eastland asked for Board feedback.

380 Mr. Chen asked about the declining enrollment.

381 Mr. Steel reviewed the enrollment. In 2011, the projection for FY 19 was 685. Last year, they
382 projected 714 students in FY 19. Today their projection for FY 19 is trending upward at 739.

383 He added that they need direction from the Board about the budget.

384 Ms. Facey commented that she would like some direction from the Administration.

385 Mr. Steel noted that if he had to choose tonight it would be the outside lighting, projector,
386 projection screen, boys locker room light and the wireless mic system totals \$98K.

387 Mr. Brown noted that they could do a warrant article.

388 Mr. Grondstra commented that 4% is deep cuts and they have to keep in mind as enrollment
389 declines, they are going to have to stay in step with the budget. He added that personally he
390 would like to reduce the Budget by 2%.

391 Ms. Facey added that they need to look further and plan accordingly.

392 Mr. Chen remarked that there were classes last year that were below the 15 mark.

393 Ms. Facey replied that senior level courses can be taken by juniors and it can get complicated.
394 She added that they need to take a look at it.

395 Mr. Purvis added that he has taken a look at it.

396 Mr. Chen remarked that maybe there should be a small task force to take a look at it.

397 Ms. Facey added that she understands, and it needs further comprehensive review.

398 **Mr. David Chen motioned to form a committee to review budget alternatives that they can**
399 **propose to the Board at a later working group meeting. Mr. Dwayne Purvis seconded the**
400 **Motion.**

401 Ms. Facey noted that she is meaning for long term.

402 Mr. Chen added that they started it back in May of last year.

403 Mr. Steel respectfully, added that it would have been preferable to hear about a large budget
404 reduction in October.

405 He added that in the May/June/July timeframe is a good time to do a deep dive in an area.

406 Superintendent Warburton suggested that before they leave tonight that the Board schedule a
407 meeting.

408 Mr. Chen noted that the committee meeting dates have to be firm.

409 Mr. Coughlan noted that they started at the bottom, the closest to zero based budgeting. He
410 added that they are now going top down. He added that he can agree with some of the
411 suggestions by Mr. Steel but not all.

412 Ms. Facey added that she needs more information in order to make a decision. She added that
413 she is confused by the AFC proposal to make an arbitrary 2.02% cut. She added that they were
414 involved in all the budget discussions.

415 Ms. Eastland then discussed their reasoning for the 2.02% decrease.

416 Mr. Chen commented that they have not have a working session as a Board. He then suggested
417 that they include Administration. He added that in previous years they have always had one.

418 Mr. Steel asked the Board where they stand on their reduction number. He noted that it would be
419 helpful to know where they stand.

420 Mr. Purvis added that the PPC is not decided and should they consider that.

421 Mr. Coughlan replied that, historically, PPC has been a warrant article.

422 Mr. Grondstra mentioned that he is around the 2% decrease mark.

423 Mr. Steel then discussed the Technology budget is essentially even (\$1,400).

424 Mr. Brown asked who was in favor of this Budget.

425 Mr. Grondstra noted the straw poll vote results.

426 Ms. Facey added that she is unsure as how to respond to an arbitrary cut.

427 Mr. Steel added that there had been miscommunication between him and the AFC.
428 The Board decided to have a meeting on January 8th Work session for the Public Hearing.
429 The meeting on the 3rd is the regular Board meeting.
430 Mr. Chen added that they need to have a discussion about the default budget calculation.
431 Mr. Steel discussed that there isn't a lot of room in the default budget calculation.
432 Mr. Chen referred to the RSA about the Default Budget.
433 Discussion ensued.
434 Mr. Steel noted that it is unlikely that they get taken to superior court over a low default budget
435 but it is possible.
436 Mr. Chen asked about the current default budget.
437 Mr. Steel added that the default budget is a decrease of \$453,058 or (-2.5%).
438 He added that if the Board wants to do further research on the default budget, the spreadsheet is
439 there with the notes.
440 Mr. Chen then asked Mr. Steel for the current budget.
441 Mr. Steel added that the budget is now 2.02% down and they will talk about it at the January 3rd
442 meeting.
443 The Board thanked Ms. Eastland and the Advisory Finance Committee.
444 **Mr. Chen withdrew his motion.**
445 Mr. Steel asked the Board if they were in favor of the warrant article for Souhegan 2.0. (5-1)
446 Mr. Brown asked the Board for a straw poll on the Souhegan 2.0.
447 Mr. Steel then asked the Board for a poll on his recommendation on not to include a contribution
448 for the Capital Reserve Fund.
449 Superintendent Warburton added that the 19th is the second forum on the "how" piece for district
450 consolidation.
451 IX. PUBLIC COMMENT
452 No Public Comment
453 X. ACTION ITEMS
454 A. Field Trip
455 1. New York City Trip – April 6 & 7, 2018 – proposed in place of Rhythms
456 International Music Festival in PA

457 Principal Scully discussed that it is almost the identical trip but with fewer students. He noted
458 that more information is in the agenda packet.

459 **Ms. Amy Facey motioned to approve the New York City Trip. Mr. Pim Grondstra**
460 **seconded the Motion. The vote was unanimous, Motion passed.**

461 Mr. Chen suggested in presenting a field trip, that they provide the Board with some educational
462 objective.

463 Ms. Facey noted that it is listed under number 7 and right there.

464 Superintendent Warburton added that last March it was discussed that vetted field trips would
465 come to the Board and be in the Consent Agenda.

466 He noted that it was changed with the introduction of the new Dean of Students, Ms. Kelly
467 Driscoll.

468 He added his recommendation, from now on, vetted field trips be in the Consent Agenda that
469 way, the Board will have it and it will be done.

470 The Board agreed.

471 Ms. Facey remarked that field trips are vetted by Administration.

472 Mr. Chen then mentioned that they have not responded to the Safety and Security Forum that
473 was held on October 16th, not what they are going to do but more of what they heard. They never
474 made any comments, and as far as the public is concerned, it has dropped off the radar.

475 Mr. Brown agreed.

476 Mr. Grondstra noted that they have made progress.

477 Mr. Chen noted that he has something written and would pass it around

478 Ms. Facey remarked that they have not been acting as a body yet and suggested information
479 come from the Superintendent.

480 Mr. Coughlan added that action has happened, and the Board listened to the Public.

481 Ms. Facey added that they need to be really careful.

482 Mr. Chen added that he will write something up and then the Board can approve it.

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

484 XII. FUTURE MEETING AGENDA ITEMS

485 XIII. REVIEW OF MEETING/ADJOURN

486 **Mr. Pim Grondstra motioned to adjourn the meeting at 10:00 PM. Mr. David Chen**
487 **seconded the Motion. The vote was unanimous, Motion passed.**

488