

1 Souhegan Cooperative School Board

2 Thursday, December 1, 2016

3 Meeting Minutes

4 Attendees:

5 Administrative Team: Peter Warburton – Superintendent, Adam Steel – Business Administrator,  
6 Rob Scully- Principal SHS, Christine Landwehrle- Director of Curriculum & Professional  
7 Development, Meg Beauchamp- Director of Student Services, and SHS, Kathy White- Dean of  
8 Faculty.

9 Souhegan School Board- Vice Chair- Howard Brown, Pim Grondstra- Secretary, Steve  
10 Coughlan, Peter Maresco, David Chen and Dwayne Purvis.

11 Minute Taker: Danae Marotta

12 Public: Maggie McCabe- Amherst NH, Liz Purvis- Community Council Member, Amherst NH,  
13 Jane King- Souhegan Advisory Finance Committee, Amherst NH, Ellen Grudzien- Souhegan  
14 Advisory Finance Committee, Amherst NH, Ian Corcoran- Souhegan Advisory Finance  
15 Committee, Amherst NH, Sue Birchard- Souhegan Advisory Finance Committee, Amherst NH,  
16 Lisa Eastland- Souhegan Advisory Finance Committee, Amherst NH, Martin Goulet- Souhegan  
17 Advisory Finance Committee, Amherst NH, and Mike Akillian- Amherst NH.

18 I. CALL TO ORDER –

19 **Vice Chair Mr. Howard Brown called the Meeting to order at 6: 04PM**

20 He mentioned that Chair Ms. Mary Lou Mullens was out of town.

21 II. ANNOUNCEMENTS

22 A. Principal's Report

23 Principal Scully thanked everyone for coming to tonight's meeting.

24 He then thanked the Advisory Finance Committee for all of their hard work and remarked that  
25 they are amazing.

26 He recognized Physics teachers Mr. Nathan Carle and Mr. Charlie Swift and noted that they  
27 joined forces with librarian, Ms. Lisa Petrie to create literacy-based inquiry STEM projects. He  
28 added that over the course of a year long initiative, the three faculty members developed and are  
29 now implementing a new Power Grid project in which students use complex and authentic texts  
30 and hands-on inquiry to answer the Essential Question: What is the ideal power grid for New  
31 Hampshire?

32 He then added that SHS students did a wonderful job at covering the recent election and that five  
33 members were selected to attend the inauguration this year based on their work. He added that  
34 their work has been impressive.

35 Principal Scully then noted that the Souhegan Senior Project will be the subject of a  
36 documentary video designed to showcase their work and promote it as a PACE assessment. He  
37 added that there will be three students that will be chosen.

38 He then stated that all schools in SAU39 continue to work on development of a comprehensive  
39 Incident Command System. Efforts to date include consistent practice of evacuation plans,  
40 extensive training for primary members of Incident Command Structure, initial training for  
41 secondary members, school security assessment by NH Dept. of Homeland Security and the  
42 revised draft review of emergency response plan at FEMA sponsored conference last summer.

43 He then added that prior work includes installing emergency pull stations (2 and 3 years ago),  
44 SAU wide standardizing of lock down tones, streamlining One Call messages as well as a  
45 security audit by the Center for Infrastructure expertise.

46 He then discussed the adding of cameras based on the overarching work of the SAU.

47 Mr. Chen questioned whether there will be a proposal prior to the ballot or warrant article. He  
48 added that they have to plan for the expense.

49 Principal Scully added that he believes that there is something in the budget already but is unsure  
50 of the scope of the work. He noted that they will be discussing a timeline next month.

51 Mr. Chen then asked about the proposal in regards to the budget or warrant article.

52 Mr. Steel answered that the deadline is January.

53 Mr. Chen noted his concern about the lack of progress.

54 Mr. Scully explained the long-range planning.

55 Mr. Scully acknowledged Ms. Jen Stover joining the Theatre Department.

56 He then added that SHS was going to be part of the Granite State Challenge, Mr. Tim Murphy  
57 was recognized at the All Eastern Honors for music and the cross-country girls' team finished 2<sup>nd</sup>  
58 and qualified for Nationals.

59 The Board thanked Principal Scully for his Principal's Report.

60 Vice Chair Howard Brown then welcomed Liz Purvis to give her Community Council report:

61 B. Community Council Report

62 Liz Purvis discussed that they did an in depth analysis of gender neutral bathroom proposal. She  
63 added that they did pass a proposal to formalize the process of electing executive members. She  
64 then explained the previous procedure for electing executive members.

65 She noted that their proposal for gender neutral bathrooms passed with overwhelming success.  
66 She then discussed having a school wide vote and that the majority of the school voted in favor  
67 of the gender neutral bathrooms.

68 She added that there was no chance of erroneous votes.

69 Liz added that another student will be at the next meeting to discuss the gender neutral bathroom  
70 proposal.

71 Mr. Maresco asked what the next step was.

72 Mr. Brown explained that it will be on the agenda the next month and then after the proposal  
73 then Mr. John Robichaud, Director of Buildings and Grounds, will then discuss cost.

74 Superintendent Warburton remarked that out of the 88 SAU's in the State that 6 have an actual  
75 policy. He then reminded everyone about the non-discrimination policy.

76 Liz stated that the Committee would be in favor of a public forum to give information to the  
77 public and to answer questions. She noted that it would be after the New Year.

78 Mr. Maresco questioned the amount of time and energy spent on this topic.

79 Liz stressed the need for everyone to be educated on the topic of the LGBT community.

80 Mr. Maresco then replied that more people should be involved with education.

81 Discussion ensued.

82 Mr. Purvis asked whether the schools that have adopted a gender neutral policy are multi use  
83 schools.

84 Superintendent Warburton confirmed that those schools that he is aware of are very busy.

85 Principal Scully expressed his concern about generalizations. He added that this issue has not  
86 taken too much of their time and that he believes this is a Civil Rights issue. He remarked that it  
87 is an amazing learning experience for everyone.

88 Mr. Grondstra remarked that they need to move on. He added that people are welcome to attend  
89 the public forum and express their concerns. He noted the long agenda.

90 The Board thanked Liz Purvis.

91 C. Committee Reports

92 Mr. Steve Coughlan noted that he will discuss the PPC negotiations in Non-Public.

93 III. PUBLIC COMMENT

94 Mr. Purvis apologized to Ms. McCabe and the public about the policy regarding public  
95 involvement.

96 **Mr. Dwayne Purvis made a Motion that the Board adheres to the current policy regarding**  
97 **public participation in school Board meetings. Mr. David Chen seconded the Motion. The**  
98 **vote was unanimous, Motion passed.**

99 Superintendent Warburton then read Policy *BEDH-Public Participation at School Board*  
100 *Meetings* aloud for the Board and the public.

101 Mr. Chen added that the public does not know Board policies and that they just want to be heard.

102 Ms. Maggie McCabe asked for a breakdown of staff – professional vs. support.

103 Mr. Steel discussed the percentages.

104 Ms. McCabe questioned the SPED line for out of district placement.

105 Mr. Steel stated he could not give specifics on that line due to student privacy.

106 Ms. McCabe added that if it is for one person, over \$250,000 that she is deeply concerned that  
107 Amherst is becoming a “magnet town” for students with special needs. She added that she  
108 believes that it is a new line.

109 Mr. Maresco commented about the budget line item.

110 Ms. McCabe noted that by her calculations that the all-in budget divided by the # of students  
111 comes to \$23,572 per student. She noted that it could be higher.

#### 112 IV. CONSENT AGENDA

##### 113 A. Minutes

114 1. November 3, 2016

##### 115 B. Auditor’s Report

##### 116 C. Unanticipated Student Activity Fund Revenue

- 117 • \$500.00-SVENGRAFİK

118 **Mr. Steve Coughlan made a Motion to accept the Consent Agenda items A. Minutes 1.**  
119 **November 3<sup>rd</sup>, 2016, B. Auditors Report, C. Unanticipated Student Activity Fund Revenue**  
120 **\$500.00-SVENGRAFİK. Mr. Pim Grondstra seconded the Motion. The vote was**  
121 **unanimous, Motion passed.**

122 Mr. Chen asked about the overages in budget.

#### 123 V. PRESENTATION

##### 124 A. 2017-18 Budget – Draft #2

125 Mr. Adam Steel presented draft 2 of the budget.

126 He discussed that the administration is making adjustments and that the Advisory Finance  
127 Committee met twice.

128 He then noted that there have been reductions in the amount of \$168,000. He noted the biggest  
129 change has been in technology, and that the Technology Budget has shifted. He then noted the  
130 shift to the one-to-one computing model. He suggested with starting with freshman and then  
131 moving up over the next four years. He added that it is a cost saving model and the cost of \$400  
132 per device for each student. He noted that the School believes strongly in this initiative.

133 He then noted some minor reclassifications and that they have taken some large ticket items out  
134 of the Budget such as, \$40k for robotic cameras, course management software, and then some  
135 smaller items.

136 He then stated the change in draft 1 budget increase 3.52% vs. draft 2.51%. He then discussed  
137 the different fixed costs.

138 Mr. Maresco asked about the Special Education budget.

139 Mr. Coughlan stated that private provider's rates will increase 5% but could be 10%.

140 Superintendent Warburton invited Ms. Meg Beauchamp, Director of Student Services, to speak.

141 Mrs. Beauchamp reported that districts were told this fall that private providers were asking for  
142 years for a one-time 10% rate bump, therefore, they had to budget for the full 10%.

143 Mr. Chen asked how much was in the Special Education reserve fund.

144 Mr. Steel replied, \$302,000.

145 Mr. Chen suggested they budget for a 5% increase and use the reserve as a buffer.

146 Mr. Steel cautioned about unknown risks.

147 Mrs. Beauchamp clarified a previous question from Ms. McCabe regarding residential/tuition  
148 costs. She added that they are not new costs, rather the lines have been split. She then noted that  
149 the ways of reporting are different.

150 Mr. Steel discussed the areas of Budgetary Concerns; unexpected enrollment, major facility  
151 repairs (\$174,000 right now, target for \$350,000) and Special Education costs (\$302,000 right  
152 now, target for \$400,000). It is part of the budgetary process.

153 Mr. Chen asked about the technology budget.

154 Mr. Steel explained it is the increase in staff costs associated with the technology department.

155 Mr. Chen asked about the 5% rate increase for Special Education providers.

156 Mr. Coughlan explained that the fund is for unanticipated expenses.

157 Mr. Steel agreed with Mr. Coughlan.

158 Mr. Chen asked what the change in cost per student is in draft 2.

159 He then asked about the health insurance increase and what the costs are for the other school  
160 districts.

161 Mr. Steel added that they calculated for \$18,593 CPP, using the State formula, and using every  
162 dollar.

163 Mr. Chen noted that it is the relative number that he is concerned about, and if every other school  
164 budget is flat.

165 He then asked Mr. Steel if he could have some of his time for greater explanation.

166 Mr. Steel replied, yes.

167 Mr. Grondstra expressed the need to stabilize the budget. He added that taxes are increasing and  
168 that they need to stick with the current budget or below. He stated that he would like to see the  
169 Board try to reduce the budget further in draft 3.

170 Mr. Coughlan asked what 6.5 additional reductions would be.

171 Mr. Chen noted that he asked to look at the master schedule. He noted the max of 22 students per  
172 class and that some classes are running at 8 students per class. He added that he doesn't  
173 understand classes over 22 and under 15.

174 Mr. Purvis asked if there was a policy for class sizes.

175 Mr. Chen feels the Board should know and approve any classes below and/or above the range.  
176 He stated his request to see those numbers.

177 Discussion ensued.

#### 178 D. SCSB Subcommittee Reports

179 Ms. Jane King, noted that there was an increase in labor and benefits in Food Service. She added  
180 the overall food budget is down, and the quantity is down. It is down to the 2016 level.

181 She added that everything else remains stable. She added that there are less students buying the  
182 whole meal.

183 Mr. Purvis asked if food service is projected to pay for itself.

184 Mr. Steel answered no, not in the last 3 years. He added that he is not sure of FY' 18.

185 He then noted that the Food Service budget is \$580,000 with a deficit of \$10,000.

186 Mr. Grondstra, asked if we can scale back the food service budget.

187 Mr. Maresco noted that it costs more to provide food that the students don't want.

188 Mr. Steel mentioned the option of opting out of the National School Lunch Program. Although  
189 there are no regulations, there is also no revenue for Free & Reduced or Title 1 students.

190 Ms. King reported that the transportation budget is up this year. She added that we are in the 3<sup>rd</sup>  
191 year of a 5 year contract with Butler Bus Co. She then suggested Butler to take a look at  
192 reducing/consolidate the routes. She then added that transportation is up for athletics.

193 She also remarked that Caring Hands does the Special Education transportation.

194 Mr. Purvis asked about the cost of purchasing a bus.

195 Mr. Steel replied, about \$85,000. He then reminded the Board of the budget freeze.

196 Discussion ensued.

197 Mr. Brown then mentioned that the Board remember that they would then have to pay for the  
198 cost of the bus maintenance, cost of a driver etc.

199 Mr. Brown noted that he had spoken with Ms. Beauchamp and wondered if any of the Special  
200 Education students could possibly ride on the regular bus. He noted that she had responded that it  
201 was a case by case basis.

202 Mr. Coughlan commented about per student cost for buses.

203 Discussion ensued over the cost of Special Education.

204 Mr. Steel noted that he hears the Board's concerns and understands.

205 The Board thanked Ms. King for her report.

206 Mr. Brown asked if they had any recommendations.

207 Ms. King recommended looking at the Caring Hands contract and more efficient bus routes for  
208 Butler Bus Company.

209 Mr. Purvis asked if she knew the percentage of high school students currently riding the bus.

210 Ms. King answered, no, but perhaps a student volunteer can keep track.

211 Mr. Brown noted that the bus drivers' primary concern is safety.

212 Mr. Steel remarked that SHS is splitting the cost with AMS.

213 Mr. Brown introduced Mr. Corcoran for an update on the Administrative Budget.

214 Mr. Corcoran noted that they looked at other large line items and that they reduced the budget  
215 \$12-13 K further. He then added that they will probably see a greater reduction in the budget for  
216 draft #3.

217 Mr. Purvis asked if there was an increase in salaries for the Administrative budget.

218 Mr. Corcoran noted the large 16.7% healthcare increase.

219 Mr. Maresco questioned the position that was cut from 1.0 to .5.

220 Mr. Steel added that they will be interviewing for that position soon.

221 Principal Scully then discussed some of responsibilities of the half time Dean of Faculty.

222 Mr. Chen commented on the Dean of Faculty position.

223 Principal Scully noted that it was a full time position and that they had budgeted for full time.

224 Mr. Chen stated that he does not remember approving the hiring of the .5 Dean of Faculty.

- 225 Superintendent Warburton replied that he is going to review the Minutes for a Motion. He then  
226 added that there is a need for teacher evaluation and observation.
- 227 Mr. Grondstra asked for a written job description.
- 228 Mr. Brown noted that prior Minutes has it written that this was discussed at length but a motion  
229 was not made.
- 230 Mr. Chen noted that just because it was budgeted that doesn't mean they have to spend it that  
231 way.
- 232 Mr. Coughlan commented on the totality of responsibilities.
- 233 Mr. Purvis asked if they still have a deficit then what will happen.
- 234 Superintendent Warburton asked whether the Board plans to hire for this position.
- 235 Mr. Chen said it is possible that it is not justified.
- 236 Mr. Coughlan commented that he is in support of the full time positon.
- 237 Ms. Sue Birchard and Mr. Pim Grondstra reported on the Athletics Committee.
- 238 Ms. Birchard stated the Athletics budget was up about 6%. She noted that some things need to be  
239 moved. She noted that game day workers could be reduced. She added that she has asked for  
240 stipends by sport. She noted the need for replacement of equipment, \$15K for a pole vaulting  
241 landing pad, and the need football and baseball pants.
- 242 She remarked that the teams do generate money through fees from the participants' families and  
243 those watching the events (approx. \$12,000).
- 244 Ms. Birchard mentioned that there is a \$450 cap on family contribution.
- 245 Mr. Brown asked about the useful life of the mat.
- 246 Ms. Birchard stated that she was unsure of the time.
- 247 She then suggested the school look at the number of sports and the amount of students and what  
248 is budgeted for each sport.
- 249 Discussion ensued.
- 250 Mr. Chen asked if it is time to think about reducing teams.
- 251 Ms. Birchard commented on the cost per student for Boys vs. Girls hockey.
- 252 Mr. Purvis asked about the percentage of students participate in extracurricular activity.
- 253 Ms. Birchard replied, 80%.
- 254 The Board thanked Ms. Birchard and Mr. Grondstra.



255 Mr. Brown mentioned that Mr. Ken D'Ambrosio is here to update the Board on the Curriculum  
256 Committee. He added that Mr. Purvis is on the Committee as well.

257 Mr. D'Ambrosio noted that similar to Mr. Corcoran he also went through the budget line by line  
258 looking for outliers. He added that he will be going over a few extra things. He then noted the  
259 increase in hourly rate, and health insurance. He also noted the \$1,200 incentive for employees  
260 switching to their spouse's health insurance.

261 Mr. Purvis asked about the insurance costs.

262 Mr. Steel reviewed the different insurance plans. He then noted the cost of \$7,200 for a single  
263 person and up to \$28,000 for a family.

264 Mr. Purvis asked what an enticing incentive would look like.

265 Mr. Coughlan added that through PPC he knows that 10 employees have opted out of the District  
266 health insurance.

267 Mr. Chen remarked that they do have a very good plan, the co pays and deductibles are lower.

268 Mr. Purvis added his concern about the costs of vocational training and if they can receive  
269 revenue from some programs. He then asked if using VLACS is a possibility. He then asked for  
270 a more realistic idea what is going on so that they have a better idea of the budget.

271 He then added that he has sent some questions to the Board. He then asked what subjects  
272 Souhegan can offer to make it more of a destination school.

273 Principal Scully suggested looking into programming to become a magnet school.

274 Mr. Brown asked if HYPE could generate revenue.

275 Mr. Purvis asked about next year and that they are outsourcing students and with the  
276 transportation it is hurting the budget. He added that they need to have a better idea of the  
277 budget.

278 Mr. Coughlan commented that he is not aware of other high schools that are bussing to other  
279 schools.

280 Discussion ensued.

281 Mr. Purvis noted that he is talking about things that do not exist.

282 Mr. Coughlan noted that they have to provide transportation for vocational training.

283 Mr. Grondstra asked about the ESOL/504 budget increase. He then noted that in previous years  
284 they have never spent more than \$12,000.

285 Mrs. Beauchamp explained that there is an unanticipated number of students coming in from  
286 AMS.

287 Mr. Grondstra asked about the curriculum increases, per student or instructor.

- 288 Ms. Beauchamp replied it is a contracted service.
- 289 Mr. Steel noted that \$17,000 is not terrible.
- 290 Mr. Grondstra asked about the budget increase in curriculum.
- 291 Ms. Landwehrle replied it is due to the curriculum software line. She added that there are new  
292 programs. She added that some subscriptions might be up for renewal right now. She noted that  
293 some are from her and some are from the curriculum coordinator.
- 294 Mr. Steel noted that they have already spent \$7,300 already for this FY.
- 295 Mr. Grondstra added that he would not want to get rid of a program that the students need, but  
296 actual expenses.
- 297 Ms. Landwehrle noted the budget freeze and the need for renewal.
- 298 Mr. Grondstra asked about the increase in replacement equipment for instruction budgeted for  
299 \$18,000 but the three year spend is \$2,500.
- 300 Mr. Steel explained that Art and Band have replacements due – instruments.
- 301 Mr. Purvis remarked that the projection is for 57 less students, yet the budget is up. He noted the  
302 decrease in the freshman class.
- 303 The Board thanked Mr. D’Ambrosio.
- 304 Mr. Brown welcomed Ms. Ellen Grudzien to report on Facilities.
- 305 Ms. Grudzien stated that she along with Mr. Steel, Principal Scully, Mr. Steve Coughlan and Mr.  
306 John Robichaud discussed the proposed facilities repairs and budget decreases.
- 307 Mr. Steel noted that it was 8 ½ % of the total budget.
- 308 Ms. Grudzien discussed the increases first including, the STEM lab, ceiling tiles replaced, brick,  
309 collapsible wall repairs, custodial salaries decreased by \$50,000, ( 1 less custodian and related  
310 healthcare, dental and retirement).
- 311 She then discussed the various increases, new equipment emergency two way radio and window  
312 repair, lighting upgrades, supplies that were needed for repairs, and new equipment for the fields  
313 among other things.
- 314 She then discussed the shed and that Mr. Robichaud is not in support of the design of the shed.
- 315 Mr. Purvis asked who wanted the shed.
- 316 Mr. Coughlan replied that it was a big discussion by the Administration and the Board.
- 317 She then discussed the paving areas. She noted that there is a lot of patching and it is not holding  
318 up well. She added that it was an eye sore and unsafe.

319 She then turned the discussion of the condition of the bathrooms, and that the cost is about  
320 \$12,000 in the main building for new partitions and hardware. Total of 18 stalls.

321 Discussion ensued.

322 Mr. Purvis suggested raising parking fees.

323 Ms. Grudzien noted that it is currently \$100 right now. She added that she would be in support of  
324 raising the parking fee.

325 The Board thanked Ms. Grudzien.

326 Mr. Grondstra asked about the heating system repairs. He then asked about the new field  
327 equipment and if there was savings somewhere else.

328 Mr. Steel noted that they are sharing equipment with the Amherst Recreation Department.

329 Principal Scully reminded the Board to look at the long term savings.

330 Mr. Brown asked about SHS snow removal. He added that they have to figure out the property  
331 lines between SHS and AMS.

332 Mr. Brown welcomed Ms. Lisa Eastland to report on Special Education.

333 Ms. Eastland noted that ARD is buying equipment that SHS can use.

334 She then discussed that there are 113 IEP's or 13.6% of the student body, 105 under the 504 Plan  
335 and that number can fluctuate but it is 12.63% of the student body.

336 Superintendent Warburton then invited Ms. Meg Beauchamp, Director of Student Services to  
337 discuss the topic further.

338 Mr. Brown asked if they make a difference in cost.

339 Ms. Eastland noted that there are 12 Learning specialists and 17 paraprofessionals. She noted the  
340 Special Education budget makes up 17% on of the total budget draft 1, and \$372,000 more than  
341 this year.

342 Mrs. Beauchamp explained the difference between IEP and a 504 Plan and that there are 12  
343 categories of disabilities. She added that there are multiple regulations that they have to follow  
344 per federal and State law. She noted that they are obligated to keep in mind the laws and  
345 regulations, in a fiscally responsible manner. She then discussed if there is a special needs  
346 student that would like to join a club or activity then they have to provide the support for that.

347 She added that it is incredibly difficult to predict what they will need and it goes by unit of  
348 service.

349 Ms. Eastland then noted the increase, nationwide and locally, in students with anxiety and  
350 depression. She then discussed coming up with creative ways to tutor students. She then asked  
351 what kinds of ways, using technology, that they can help these students.

352 She then suggested the SAU and SHS taking a hard look at the Special Education model.

353 Mrs. Eastland recommended exploring how Hollis/Brookline is able to use less staff for students  
354 with special needs. She noted that they have been having great success with less resources. She  
355 also suggested reducing staffing by at least one person.

356 Mr. Maresco remarked that the SPED budget went up on Draft 2 by \$20K. He mentioned that he  
357 expected to see a reduction and that the increase is a surprise.

358 Mr. Steel replied that it was for reclassification of health insurance and the bottom line went up.  
359 Discussion ensued.

360 Ms. Beauchamp noted that the government has changed the reporting of services and made it  
361 more transparent.

362 Ms. Eastland noted that she has not seen draft budget 2, and has more questions.

363 Mr. Brown suggested she see draft 2 first.

364 Mr. Maresco asked Ms. Eastland about the Hollis Special Education Model.

365 Ms. Eastland explained that it seems more efficient and that the kids are happier with the  
366 education.

367 Mr. Maresco then asked for data.

368 Ms. Beauchamp noted that it is hard to compare Hollis to SHS.

369 Ms. Grudzien asked how long Hollis had this model and the cost.

370 Ms. Eastland replied that she is unsure.

371 Mr. Grondstra suggested establishing a committee to explore the Hollis model.

372 Ms. Eastland noted that a Motion needs to be made.

373 Superintendent Warburton then suggested that they do a comprehensive study of other districts  
374 including Hollis.

375 Ms. Eastland then recommended doing an efficiency study on dispensing services currently and  
376 that she had brought that to the Board earlier.

377 Mr. Purvis asked about the Special Education percentage of the budget

378 Ms. Eastland replied, 16.9%. She added that the high transportation costs are also in other  
379 districts.

380 The Board thanked Ms. Eastland.

381 Mr. Brown commented that Technology is the last committee update, with Mr. Martin Goulet  
382 and Mr. David Chen.

383 Mr. Martin Goulet discussed that he had met several times looking at outliers and some other  
384 things. He noted the big line item for infrastructure improvements for bandwidth and wireless  
385 access points. He noted it was a one-time cost of approx. \$71K.

386 He then recommended when they do have line items to link it to the direct educational  
387 component. He added that they have thought that through.

388 He then looked at the efficiency with the funds and noted that they have done a good job.

389 Mr. Chen noted the infrastructure change to an educational change in the budget.

390 He then commented that the investment in computers for every student will be phased in and that  
391 every freshman after FY' 18 will have their own device.

392 He then questioned how we can fund this. He added that the Board will have to have a discussion  
393 about that. He remarked that it is a tremendous benefit.

394 Mr. Purvis asked about the anticipated amount of freshman for FY' 18.

395 Principal Scully replied, 184.

396 Discussion ensued.

397 Mr. Brown suggested a possible grant, but the Board needs to discuss this.

398 Mr. Chen agreed with Mr. Brown.

399 Mr. Goulet noted the technology budget as 4.86% of the overall budget.

400 The Board thanked Mr. Goulet.

## 401 VI. INFORMATIONAL

### 402 A. Facilities Quarterly Update

403 Mr. Steel noted that the update from Mr. John Robichaud, Director of Buildings and Grounds, is  
404 in the agenda packet.

### 405 B. NWEA

406 Ms. Landwehrle noted that there was a request for the distribution of scores. She added that they  
407 are trying to link the NWEA math with SAT' scores.

408 Mr. Purvis asks for distribution scores for SAT's.

409 Ms. Landwehrle replied that she does not have that now but can get that for the Board.

410 She added that she has the NWEA norms.

411 The Board thanked Ms. Landwehrle.

## 412 VII. DISCUSSION

413 Mr. Steel remarked that a budget freeze is and that they are fiscally prudent with purchases.

414 Mr. Grondstra asked for this year's budget numbers.

415 Mr. Steel noted that he is waiting to see how the winter goes, due to heating costs.

## 416 VIII. ACTION ITEMS

417

### 418 A. Literacy/Curriculum

419 Ms. Landwehrle noted that she had presented this at an earlier meeting and she is looking for  
420 approval of the Curriculum.

421 Mr. Purvis is concerned about the title of a literacy unit for parents that object.

422 Ms. Landwehrle noted that it was just meant to be a catchy title and they always have an  
423 alternate for the student and parent if needed.

424 **Mr. Steve Coughlan made a Motion to accept the Literacy Curriculum. Mr. Chen seconded**  
425 **the Motion. The vote was unanimous, Motion passed.**

426 **Mr. Chen made a Motion that the Board adds a Warrant Article for RSA 198:4-b to the**  
427 **ballot this year. It would say "To see if the Souhegan Cooperative School District will vote**  
428 **to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an**  
429 **amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net**  
430 **assessment, in accordance with RSA 198:4-b, II. Such fund balance retained may only be**  
431 **used to reduce the tax rate or for emergencies to be approved by the Department of**  
432 **Education under RSA 32:11."** Mr. Steve Coughlan seconded the Motion.

433 **Mr. David Chen made a Motion to table until the next meeting. Mr. Steve Coughlan**  
434 **seconded the Motion. The vote was unanimous. Motion passed**

435 Ms. McCabe asked a question about the other support category and wanted to know what those  
436 other positions are. She then commented on the paving project.

437 Mr. Mike Akillian asked a question about the unfunded liability fund.

438 Mr. Steel explained that the NH Retirement deflated employer contributions for years. A  
439 correction was made 7 years ago, thus the increase.

440 Ms. McCabe asked about the accumulated sick days.

### 441 B. Policies

- 442 • ADB – Drug Free Workplace – Drug Free Schools
- 443 • AE – Accountability
- 444 • BDE – Committees and Delegates
- 445 • JCA – Change of School Assignment.

446 Superintendent Warburton noted that these policies are a first read.

447 Mr. Purvis asked a question about the JCA- Change of school assignment policy.

448 Mr. Brown noted that if you have any questions email Superintendent Warburton or myself.

449 **Mr. Pim Grondstra made a Motion to enter in to Non-Public Session RSA 91-A: 3 II. (a)**  
450 **(b) (c) at 10:48PM. Mr. Steve Coughlan seconded the Motion.**

451 Roll Call vote to enter nonpublic session:

452 Howard Brown- yes, Pim Grondstra- yes, Steve Coughlan-yes, Peter Maresco-yes, and Dwayne  
453 Purvis-yes.

454 **Entered nonpublic session at 10:58 PM**

455 Personnel and negotiations were discussed.

456 **Mr. Pim Grondstra made a motion to exit Non-public Session RSA 91-A: 3 II. (a) (b) (c) at**  
457 **11:47 pm, Mr. Steve Coughlan seconded the motion.**

458 **Roll Call vote** to exit nonpublic session:

459 Howard Brown- yes, Pim Grondstra- yes, Steve Coughlan-yes, Peter Maresco-yes, and Dwayne  
460 Purvis-yes.

461 **A motion was made by Steve Coughlan and seconded by Pim Grondstra to adjourn the**  
462 **meeting. This motion was approved unanimously by the Board at 11:48 pm.**